

**TOWN OF CANTON BOARD
SPECIAL/ANNUAL/ORGANIZATIONAL MEETING**

January 3, 2018

6:00 pm

Minutes

Present: Supervisor Mary Ann Ashley, Deputy Supervisor Bob Washo, Council members James Smith, Phil LaMarche and Tim Danehy

Also in Attendance: Attorney Charles Nash, Town Clerk/Tax Collector Lisa Hammond, Historian Linda Casserly, Highway Superintendent Terry Billings, Economic Development Director Leigh Rodriguez, Assessor Steve Teele, Recreation Director Caitlin Boreyko and Justice Michael R. Morgan

Supervisor Ashley opened the Town Board Organizational Meeting in the Court Room.

A. Call Meeting to Order: Supervisor Mary Ann Ashley called the meeting to order

B. Pledge of Allegiance/Swearing in Ceremony/Reception

Pledge of Allegiance was lead by Steven Sauter

1. Supervisor Mary Ann Ashley: Town Clerk Lisa Hammond swore in Mary Ann Ashley as Town Supervisor – ceremonially – Ashley was previously swore in by St. Lawrence County Judge Jerry Richards on December 28, 2017
2. Town Clerk Lisa Hammond: Justice Rosemary Philips swore in Lisa Hammond as Town Clerk
3. Town Justice Michael Morgan: Justice James Phillips, President of the St. Lawrence County Magistrates Association swore in Michael R. Morgan as Town Justice
4. Town Highway Superintendant Terry Billings: Town Clerk Lisa Hammond previously swore in Terry Billings as Highway Superintendant
5. Board Members Jim Smith/Phil LaMarche/Tim Danehy: Town Clerk Lisa Hammond swore in Phil LaMarche and Tim Danehy as Town Councilmen
Justice Rosemary Philips swore in James T. Smith as Town Councilman

C. Supervisor Appointments

1. Deputy Supervisor: Supervisor Ashley appointed Bob Washo Deputy Supervisor. Town Clerk Lisa Hammond swore in Bob Washo Deputy Supervisor.
2. Historian: Supervisor Ashley appointed Linda Casserly Town Historian
3. Fire Wardens: Supervisor Ashley appointed Eric Johnson and Intern Code Enforcement Officer Mike McQuade Fire Wardens for the Town of Canton and hamlet of Pyrites respectfully.
4. Board Committees: Committees were reviewed and discussed. Council member Bob Washo resigned from being on the Recreation Committee and

Council member Tim Danehy will take his place. Committees accepted as discussed. Ashley will update the list.

D. Board Appointments

1. Town Attorney: Council member Bob Washo made a motion to appoint Charles Nash as Town Attorney, seconded by Council member Jim Smith. All voted in favor, Motion carries. Clerk Lisa Hammond swore in Charles Nash as Town Attorney.
2. Town Tax Collector/Registrar of Vital Statistics/Marriage Officer: Motion to appoint Lisa Hammond as Town Tax Collector/Registrar of Vital Statistics/Marriage Officer, seconded by Council member Bob Washo. All voted in favor. Motion carries.
3. Dog Control Officer: Council member Bob Washo made a motion to appoint James Pipher as Dog Control Officer, seconded by Council member Phil LaMarche. Council member Jim Smith agreed and Council member Tim Danehy abstained from voting. Motion carries
4. Town Planning Board Openings: Council member Tim Danehy made a motion to appoint Don Tracy as Town Planning Board member, seconded by Council member Jim Smith. All voted in favor. Motion carries.
5. Town Zoning Board of Appeals Openings: Discussion was held on alternates for both the Zoning and Planning Boards. Planning Board chair Mike Morgan asked that the Town Board act quickly as they are down to three ZBA members. Matter tabled.
6. Board of Ethics: Tabled
7. EAP Officer: Tabled
8. Health Officer: Tabled for Attorney Nash to speak with St. Lawrence County about providing a health officer to the Town of Canton

E. Town Clerk Appointment

1. Deputy Town Clerk Resignation: Danielle Gollinger's resignation was received on December 28, 2017 and accepted effective January 5, 2018
2. Deputy Town Clerk Appointment: Town Clerk Lisa Hammond appointed Heidi L. Smith as Deputy Town Clerk effective January 15, 2018.

F. Rules of Procedure

1. Set dates/times for meetings: Council member Jim Smith made a motion to hold Regular monthly Town Board meeting on the second Wednesday of each month at 6 p.m., seconded by Council Member Bob Washo. All voted in favor. Motion carries.
The next regular Town Board meeting will be held on January 23, 2018 at 6 p.m.
2. Designation of Official Newspapers: Council member Bob Washo made a motion to designate the Water town Daily Times and the St. Lawrence Plaindealer, seconded by Council member Phil LaMarche. All voted in favor. Motion carried.

3. Official Depository: Council member Jim Smith made a motion to have Community Bank the official depository for the Town of Canton, seconded by Council member Phil LaMarche. All voted in favor. Motion carried.
4. Mileage Allowance: Council member Bob Washo made a motion to set the mileage rate at .50 cents, seconded by Council member Jim Smith. All voted in favor. Motion carried.
5. Review/Approve Town Policy of Late Bills: Council member Tim Danehy made a motion to accept the Town Policy of Late Bill as presented, seconded by Council member Bob Washo. All voted in favor. Motion carried.

G. Old Business

1. Approve Contracts: Attorney Charles Nash read over the Fire Contract totals. Council member Bob Washo requested that all departments show proof of current insurance coverage of a million dollars, and that the Town of Canton is named as the additionally insured. All board members in agreement of such.
2. Canton Capital Resource Corporation: Discussion was held on how the Canton Capital Resource Corporation was developed. Attorney Nash was asked to invite Roger Linden, Attorney for the Corporation Board to the January 23, 2018 regular board meeting to clarify some concerns. Nash was also asked to contact the ABO. Supervisor Ashley stated that she has received three letters of resignations from members of the Capital Resource Corporation Board of Directors. Letters were received from Sheila Harrington, David Button and Ed Fay. Member Paul Backus is the other member and has not submitted a letter.

H. New Business:

1. Approval of Association of Town Training Conferences – Council member Phil LaMarche made a motion to allow Supervisor Mary Ann Ashley and Council member Tim Danehy to attend the Association of Towns Training in Albany, Council member Bob Washo seconded the motion. All voted in favor. Motion carries.
2. Bookkeeping Services: Council member Jim Smith made a motion to continue bookkeeping services with Gray & Gray for six more months of service per contract submitted, seconded by Council member Bob Washo. All voted in favor. Motion carries. All board members signed the contract to be returned to Gray & Gray. Supervisor Ashley noted that this is her appointment, but would like to have a motion and second. All members in agreement. Council member LaMarche stated how pleased he is with Gray & Gray. Council members Washo and Danehy spoke in agreement with LaMarche.
3. Code Enforcement Officer Position: Supervisor Ashley stated that she has to set a salary range for Code Enforcement. The County has a list of three potential candidates. Ashley has matters to verify with the County and bring the particulars back to the board. \$47,146 is accounted for in the 2018 Town Budget. After discussion the board set a \$35,000 to \$47,000 salary rate.

Supervisor Ashley will draft an agreement with interim Code Enforcement Officer Michael McQuade for continuing service with the Town at \$50.00 an hour.

4. Next meeting agenda items/public notice process: Supervisor Ashley will be changing department reports to be done all as a group. Public comment will be on the agenda, once at the beginning and again toward the end of the agenda. Council member Danehy wants to see all department head reports more accessible.

Executive Session: Upon a majority vote upon a motion that identifies the subject to be considered, the Council may conduct an executive session to discuss any of the issues

Council member Phil LaMarche made a motion to enter into executive session for the purpose of as identified as proper by Public Officers Law 105 (1) (e. negotiations) at 8:30 p.m. Council member Tim Danehy seconded the motion. All voted in favor. The motion carries.

Council member Jim Smith made a motion to come out of come out of executive session at 10:00 p.m. Council member Bob Washo seconded the motion. All voted in favor. The motion carries.

Council member Bob Washo made a motion to adjourn the meeting at 10:01 p.m. Council member Jim Smith seconded the motion. All voted in favor. The motion carries

Respectfully Submitted,



Lisa A. Hammond
Canton Town Clerk